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MontCAS Montana Comprehensive Assessment System December 2007 Newsletter

2007-2008 MontCAS Testing Schedule

October 23-November 23, 2007	English Language Proficiency Assessment for students identified as Limited English Proficient (LEP) in grades K-12.
February 11 – March 26, 2008	CRT-Alternate, Grades 3-8 and 10, Reading and Math; Grades 4, 8, and 10 in Science (It is recommended that the first week of this window be used for training, becoming familiar with the materials, and organizing the testing.)
March 3 – March 26, 2008	CRT, Grades 3-8 and 10, Reading and Math; Grades 4, 8, and 10 in Science.



Statewide Assessment Conferences February 4–5, 2008 and April 28-29, 2008

February 4-5, 2008: Test Administrator Training Conference

- Red Lion Colonial Inn in Helena.
- Online conference registration is <https://rn02.msu.montana.edu/opi>
 - There is no registration fee for the conference if registration is completed by January 7. After January 7, a late fee of \$25 per person will be charged.
- The conference begins with check in and a continental breakfast at 7:15 am on Monday, February 4 and ends after lunch at 1:00 pm on Tuesday, February 5.
- Breakfasts and lunches will be provided.
- A block of rooms at a special rate at the Red Lion Colonial has been reserved. To reserve a room, please call (800) 733-5466 and tell them that you will be attending the OPI Test Administrator Conference.



Six topics will be presented six times, once each during each session. The timely topics are specific to test administration and data collection through AIM for testing. The topics are:

- CRT Materials and Administration
- CRT-Alternate Materials and Administration
- Accommodations
- *MPRS (Measured Progress Reporting System)*-the new/improved *iAnalyze*
- AIM (Achievement in Montana)
- Overview/Test Security/Reminders

Conference Schedule

Monday, February 4, 2008	
7:00 – 8:15 am	Registration and Continental Breakfast
8:15 – 10:00 am	Session A
10:15 – noon	Session B
Noon-1:00 pm	Lunch buffet
1:00 – 2:45 pm	Session C
3:00 – 4:45	Session D
Tuesday, February 5, 2008	
7:00 – 8:15 am	Continental Breakfast
8:15 – 10:00 am	Session E
10:15 – noon	Session F
Noon-1:00 pm	Lunch buffet



April 28-29, 2008: OPI State Assessment Conference

Connecting Assessments and Classrooms

- This conference is intended for Montana educators including teachers, curriculum directors, test coordinators, department/grade level chairs, administrators, and staff responsible for entering data into Achievement in Montana (AIM), the OPI student achievement system.
- Two keynote speakers will highlight the conference. Dr. W. James Popham is a nationally-recognized expert on formative assessment. Dr. Scott Marion is a member of the Montana Technical Advisory Committee which provides expertise on technical testing issues. He is nationally recognized for his research and expertise on assessment and accountability issues.
- Please go to the conference website <http://www.opi.mt.gov/AssessConf/Index.html> for the following:
 - More information on the keynote speakers
 - A call for speakers. The deadline is February 15, 2008. Please consider proposing a session or suggesting session topics/speakers to colleagues or to Judy Snow, jsnow@mt.gov or 406-444.3656. Districts, schools, and classroom teachers have much expertise to share individually or on panels.
 - Periodic updates
 - Registration information which will be posted in January 2008.



MontCAS: CRT and CRT-Alternate

CRT and CRT-Alternate Checklist for Materials

Date	Test Coordinator Checklist
January 7-18, 2008	Registration for CRT-Alternate for students new to your system. Details on page 4 of this issue of <i>JUMP</i> .
January 28-30, 2008	Receive memo mailed by Measured Progress. The memo contains the password necessary for access to the CRT-Alternate Test Booklets online.
February 4-5, 2008	Statewide Test Administration Conference
February 4-8, 2008	Download and print: <ul style="list-style-type: none"> • CRT-Alternate Test Administration Manual • CRT-Alternate Test Booklets for teachers administering the alternate assessment. NOTE: Test Coordinators need the password received January 28 – 30, 2008 from Measured Progress.
February 7, 2008	CRT Administration Manuals posted online.
February 7-11, 2008	Receive CRT Test Coordinators Manual (s) and Pre-Administration Training CDs mailed by Measured Progress.
February 7-11, 2008	Receive <i>OPI Test Security Guidelines</i> , CD with training PowerPoints, and non disclosure forms mailed by OPI.
February 19 - 25, 2008	Receive in separate shipments from Measured Progress <ul style="list-style-type: none"> • CRT testing materials • CRT-Alternate student kits for returning the tests
February 11 -March 26, 2008	CRT-Alternate Assessment testing window
March 3-26, 2008	CRT testing window
March 27, 2008	Last Day to schedule UPS pickup CRT and CRT-Alternate Used Student Response booklets and other testing materials NOTE: Please see page 32 of the <i>2008 CRT Test Coordinator's Manual</i> or page 3 of the <i>CRT-Alternate Test Administration Manual</i> for detailed instructions.
March 28, 2008	Last Day to ship via UPS used CRT and CRT-Alternate Student Response booklets and other test materials to be returned to Measured Progress
April 1, 2008	UPS automatic pickup of all other test materials (if a pickup was not scheduled with UPS before March 27) NOTE: Failure to return your answer documents on this date could delay the release of statewide results.
June 2, 2008	Reading and Math summary and rosters reports available online via new online reporting system (MPRS)
August 2008	Science summary and roster reports available online via new online reporting system (MPRS)
September 2008	Receive Reading, Math, and Science Parent Reports and labels shipped by Measured Progress.

Recommended CRT Testing Schedules for Spring 2008

The schedules are in the November 2007 *JUMP* on pages 5 and 6.

<http://www.opi.mt.gov/PUB/PDF/Assessment/NewsLetters/Nov07JUMP.pdf>

CRT-Alternate Assessment Registration

The window for registering students will reopen on January 7, 2008. This registration is for students new to your system after the November 2007 registration window closed.



During the Individual Education Plan (IEP) process, eligible students are identified for the CRT-Alternate. Eligibility requirements are online:

(<http://www.opi.state.mt.us/PDF/SpecED/CRTAltAssess.pdf>).

The CRT-Alternate must be taken in all subjects: Reading and Math in grades 3-8 and 10 and Science in grades 4, 8, and 10.

All current students who are eligible and identified in their IEPs for the Spring 2008 CRT-Alternate need to be registered through the Measured Progress online enrollment system.

- January 7, 2008- January 18, 2008 is the registration window.
- After January 18, 2008, Contact Judy Snow at the Office of Public Instruction (jsnow@mt.gov or 406-444-3656)
- The link to the registration site is www.crt-alt.org. To register students you will need the following information for each student:
 - Password to access the site. It was sent to system test coordinators and special education directors by email in the fall.
 - System test coordinator name, email, and phone number
 - Name of school
 - Student name
 - State Student ID (9 digits)
 - Grade
 - Teacher name, email address, and phone number
 - When you have completed entering this information for a student you will see the following at the bottom of the page

Done

Add Another Student

- When you are finished, click on "Done" and the information will be saved.
 - If you have another student (s) to add, press "Add Another Student."
- For students new to your system after November 15, 2007
 - The registration window will reopen: January 7, 2008 - January 18, 2008.
 - After January 18, any new students new to your system contact Judy Snow at the Office of Public Instruction.
 - If you need help with the online registration, please contact Kevin Froton at Measured Progress
kfroton@measuredprogress.org or 800-431-8901x2196

Accommodations—What's New?

- The Office of Public Instruction has updated the OPI Guidelines for Accommodations. The 2008 version is online.
<http://www.opi.mt.gov/pub/pdf/Assessment/CRT/TA/08Accomodations.pdf>
The 2008 version includes new numbering for standard and non standard accommodations from standard accommodation #26 on. This information will also be included in the *2008 Test Coordinators Manual* and the training CD.
- Additions to the accommodations tent cards addressing "how to" administer the CRT with accommodations will be sent to system Test Coordinators for distribution to Special Education Directors and schools early in February. They will also be placed online at that time.



Montana Educator Participation in CRT and CRT-Alternate Test Development

Many thanks to a dedicated panel of educators who convened in Helena to review Reading Passages for grades 3-8 and 10. Input of Montana educators is critical to ensuring a quality, unbiased assessment tool to measure reading achievement. We truly appreciate the time and expertise of this panel.

More test development sessions are scheduled. The Office of Public Instruction invites Montana educators to participate in these sessions. The form to request participation is online

<http://www.opi.mt.gov/PDF/Assessment/Forms/AppParticipate.pdf>

Please indicate on the form your preferred session and fax the completed form to Judy Snow, 406-444-0743.

Lodging is provided for participants living 90 miles away from Helena. In addition, mileage, meals not provided during the sessions, and substitute pay are reimbursed. Renewal units are also available.

May 13-14, 2008, Helena	Item Review, Reading and Math, grades 3-8 and 10 and Science, grades 4, 8, and 10
May 15, 2008, Helena	Bias Review, Reading and Math, grades 3-8 and 10 and Science, grades 4, 8, and 10
June 10 -12, 2008, Helena	Science CRT and CRT-Alternate Standard Setting, grades 4, 8, and 10
July 22-23, 2008, Helena	Item Selection Review, Reading and Math, grades 3-8 and 10 and Science, grades 4, 8, and 10

Achievement in Montana (AIM)



Teacher/Classroom Field Added to AIM Collections

In response to many requests from test coordinators, a teacher/classroom field has been added to AIM collections. **If** you complete the AIM teacher/classroom field

- **During the January collection**
 - Barcode labels will be sent to schools sorted by teacher/classroom name
 - **And** 2008 roster and other classroom reports posted on *iAnalyze (MPRS)* will be sorted by teacher/classroom.
 - If this optional field is not completed during the January collection, the barcode labels will continue to be organized by school, grade, and in alphabetical order.

- **During the March program participation collection**
 - 2008 roster and other classroom reports posted on *iAnalyze (MPRS)* will be sorted by teacher/classroom.

NOTE: Teacher information will NOT be collected at the time of testing, and class header sheets will NOT be included with testing materials this year. For 2008 roster and other classroom reports to be sorted by teacher/classroom, that field needs to be completed in either the January Assessment Registration Collection or the March Program Participation Collection. Below is a table describing the collections.

Dates	Collection	Description
January 7 - January 31, 2008	Assessment Registration	The Assessment Registration Collection will be used to register students for the statewide CRT and CRT-Alternate. Enrollment and program participation data should be submitted and accurate as of the first day of the second semester. Student data will be extracted from this collection to create student barcode labels. Students not reported in AIM at this time will not have barcode labels. Schools will have the option of entering additional sort criteria* (i.e. teacher name or classroom) if they want to receive student barcode labels and test scores organized by teacher name or classroom. If the teacher/classroom sort field* is not completed in this collection, the barcode labels will continue to be organized by school, grade, and in alphabetical order. Details on completing this field follow this table.
March 12 – March 26, 2008	Program Participation	The Program Participation Collection asks schools to enter or update program participation data. These data will be used to identify specific student sub-groups and participation in various state and federal programs. The data are used in Adequate Yearly Progress (AYP) calculations, and for state and federal reporting purposes. Schools will have the option of entering additional sort criteria* (i.e. teacher name or classroom) if they want to receive test scores organized by teacher/classroom. Details on completing this field follow this table.
March 12 - March 26, 2008	Test Window Attendance	The Test Window Attendance Collection will be used to collect the aggregate hours and absent counts of all students as of March 12, 2007. These data will be used as part of the calculation of the participation rate on AYP.

* This field is referred to as the "Sort" field in AIM.

- It is an optional field.
- Schools can enter whatever specific criteria they choose in this field (i.e. the specific homeroom or classroom number such as 2A, a specific teacher name such as Mrs. Smith or Julie Smith, or other specific identification characteristics such as an instructional team name).
- The field is located in each student's enrollment record under the state reporting field window and is also a part of the enrollment file upload.

- Test administrators should work with the AIM specialist in their school to determine what type of criteria and how they will enter it in the Sort field.
- Below is a preliminary view of how the screen will appear in AIM.

The screenshot displays the AIM system interface with the following sections:

- State Reporting Fields:** Includes dropdowns for State Exclude, Serving District, and Resident District.
- Attendance and Enrollment Information:**
 - Fall Attendance Count:** Fields for Fall Aggregate Hours of Inst., Fall Absent (0.000), and Exclude Fall ANB - 10 Day Rule.
 - Spring Attendance Count:** Fields for Spring Aggregate Hours of Inst., Spring Absent (0.000), and Exclude Spring ANB - 10 Day Rule.
 - Test Window Attendance Count:** Fields for Testing Aggregate Hours of Inst. (H: 360 to 539 hours) and Testing Absent (0.075).
- Title I Program:**
 - Title I:** Includes a checked checkbox and a dropdown for "SWP: Public School-wide Program".
 - Title I Support Services:** Includes checked checkboxes for Health, Dental and Eye Care, Guidance/Advocacy, and Other.
 - Title I Instructional Services:** Includes checked checkboxes for Reading Lang Arts, Math, Science, Social Sciences, Vocational/Career, and Other.
- Other Program Participation:**
 - Free/Reduced Meal:** Includes a dropdown for "F: Free" and a checked checkbox for "Receives Supplemental Educ Svcs (SES)".
 - LEP:** Includes a dropdown for "Language Of Impact", a date field for "Date 1st Identified as LEP", and a date field for "Date English Proficient".
 - Migrant:** Includes a checked checkbox for "Title II" and a checked checkbox for "Migrant".
 - Immigrant:** Includes a checked checkbox for "Immigrant" and a date field for "Date Immigrant Entered US School".
 - 21st Century Participant:** Includes a checked checkbox for "21st Century Participant".
 - Foreign Exchange:** Includes a checked checkbox for "Foreign Exchange".
 - Gifted/Talented:** Includes a checked checkbox for "Gifted/Talented".
 - Homeless:** Includes a checked checkbox for "Homeless", a dropdown for "Homeless Night Time Residence" (03: Unsheltered (Cars, parks, campgrounds)), a checked checkbox for "McKinney-Vento", and a checked checkbox for "Unaccompanied Youth".
 - Section 504:** Includes a checked checkbox for "Section 504".
 - Student identified as Neglected or Delinquent and served by:** Includes a dropdown field.
- Optional:** Includes a dropdown for "Sort By".
- CTE Concentrator:** Includes a checked checkbox for "CTE Concentrator".
- Special Ed Fields:** Includes a checked checkbox for "Special Ed Status" and a dropdown for "N: No".

Other Information



Planning Ahead

In June of 2009, the Measured Progress contract for the CRT and CRT-Alternate will expire. Under state law, no contract can exceed seven years; therefore, OPI will issue a Request for Proposals (RFP), consider all submitted proposals, and award a new contract in June 2009. In preparation for the RFP, OPI will begin a process of gathering information from educators across the state with particular focus on the high school grades tested. Over the course of the next few months, OPI will provide opportunities for comments and suggestions from testing coordinators, counselors, teachers and administrators regarding advantages and disadvantages of the current assessment instruments and changes that could enhance the testing program.

Two Grant Projects

The Office of Public Instruction Assessment and Special Education Divisions recently received notification of two grant awards to continue the study of assessments based on modified achievement standards. One grant will study high school reading; the other will study middle school reading and mathematics.

The projects are now beginning, and systems may be contacted to discuss participation. Barbara McManus and Lynn Redpath of OPI will make the arrangements for participation. Contact information for them will be in the January 2008 *JUMP*.



Annual Measurable Objectives (AMOs)

The table below contains the AMOs required for Adequate Yearly Progress (AYP) through 2014. If you have questions about the AMOs or AYP, please contact:

✚ Nancy Coopersmith, 406-444-5541 or ncoopersmith@mt.gov

✚ BJ Granbery, 406-444-4420 or bjgranbery@mt.gov

	2005-06 Year 1	2006-07 Year 2	2007-08 Year 3	2008-09 Year 4	2009-10 Year 5	2010-11 Year 6	2011-12 Year 7	2012-13 Year 8	2013-14 Year 9
Reading	74%	74%	83%	83%	83%	92%	92%	92%	100%
Math	51%	51%	68%	68%	68%	84%	84%	84%	100%

Testing Contractor Contact Information

✚ MontCAS, the CRT and the CRT-Alternate—Measured Progress, Inc.

Dan Verdick, Montana CRT Program Manager

dverdick@measuredprogress.org or 800-431-8901 x2220

Nancy Hall, Montana CRT Program Assistant

nhall@measuredprogress.org or 888-792-2741

Jake Goldsmith, Montana CRT-Alternate Program Manager

JGoldsmith@measuredprogress.org or 800-431-8901 x2239

Kevin Froton, Montana CRT-Alternate Program Assistant

kfroton@measuredprogress.org or 800-431-8901x2196

✚ MontCAS, the English Language Proficiency (ELP)—Questar Assessment Inc.

BJ Vickery, Program Manager

bjvickery@questarai.com or 888-854-9596

OPI Assessment Contacts

✚ Karen Richem, Assessment Specialist, krichem@mt.gov, 406-444-0748

✚ Judy Snow, State Assessment Director, jsnow@mt.gov, 406-444-3656

✚ FAX: 406-444-0743

